



COUNTY OF ERIE  
DIVISION OF PURCHASE  
MEMORANDUM

TO: All Requisitioners

FROM: Lorraine M. Kolb, Buyer

DATE: 06-12-15

SUBJECT: **INTEGRATED PEST MANAGEMENT PROGRAM FOR CONTROL OF  
ROACHES & FLYING INSECTS 212154-005**



The Division of Purchase has EXTENDED the Pest Management Program.

Bid No. 212154-005

Effective Dates: June 1, 2015 through May 31, 2018

Delivery: As Needed

Commodity No.: 988K

Purchase Group: 005

Pricing: Attached

If you have any questions, please feel free to contact me at Ext. 6340.

lmk

# County of Erie

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## DIVISION OF PURCHASE BID SPECIFICATIONS

BID NO. 212154-005

Ship to: COUNTY OF ERIE

Attention: See Specifications

Address

Ship Via See Specs.

Date Required at Destination See Specs.

ITEM NO.	QUANTITY	U/M	CATALOG NO./DESCRIPTION	UNIT PRICE	TOTAL PRICE
			Integrated Pest Management Program for Control of Roaches		
			and Flying Insects as per enclosed specifications.		
			Questions regarding service specified or locations involved should		
			be directed to Erie County Public Works Department.		
			Contact: Mark Leffler at 716-858-8001		
			Successful bidder will be required to provide proof of insurance as		
			per coverages required per Erie County Standard Insurance		
			Classification "A".		

**NOTE:** Bid results cannot be given over the phone. All requests for bid results should be submitted in writing or faxed to:

**ERIE COUNTY DIVISION OF PURCHASE**

Freedom of Information Officer

95 Franklin Street, Rm. 1254

Buffalo, NY 14202

FAX #: **716/858-6465**

**TOTAL NET BID DELIVERED INSIDE** \_\_\_\_\_

**NAME OF BIDDER** \_\_\_\_\_

(Rev. 9/95)

ERIE COUNTY OFFICE BUILDING, 95 FRANKLIN STREET, BUFFALO, NEW YORK 14202 (716) 858-6395

**Erie County Department of Public Works  
Division of Buildings & Grounds - Rm. 1459  
95 Franklin St.  
Buffalo, NY 14202**

Service Contract Bid Specifications for an Integrated Pest Management Program for the control of roaches and flying insects:

Erie County Department of Public Works, Division of Buildings and Grounds, requires a vendor to provide monthly inspection and pest extermination service at various County facilities as listed in the enclosed specifications.

This will be a three-year contract for the period: **June 1, 2015 through May 31, 2018.**

**ARTICLE I - GENERAL**

**1001** - The inspection and pest management services to be performed by the contractor under this specification shall consist of furnishing all material, parts, labor, tools, and equipment necessary to provide complete control of pests as described herein.

**1002** - Bidder is requested to quote price based on monthly inspections of all sites listed. Prior arrangements for inspections are to be scheduled at the mutual agreement of Department of Buildings and Grounds representative and the vendor.

**1003** - As part of this contract, vendor is to provide at no additional cost to the County: baits, traps glueboards, roach monitors, roach stations, and all necessary EPA / DEC listed and approved chemicals and pesticides.

**1004** - Contractor will provide all MSDS sheets to the Dept. of Buildings and Grounds for any chemicals or pesticides used in the elimination and control of pests in county buildings.

**1005** - The County reserves the right, upon (30) thirty days written notice, to terminate or suspend all or any part of the monthly services described herein when conditions or needs change, operation of a County facility is reduced or discontinued, or other similar circumstances take place. In the event of such termination or suspension, payments for monthly services shall be suspended without penalty. As such, if site conditions warrant, monthly service may be reinstated at the agreed upon monthly contract rate upon written notice from the Div. of Buildings and Grounds. Payments will be made only for that portion of monthly service rendered.

**ARTICLE II - COMPETENCY OF BIDDER**

**2001** - The bidder shall have had a qualified service organization in active operation for a minimum of five (5) years and be registered with the NY State DEC. The bidder shall have established a history of competent service experience in pest management as described in these specifications, and must have on its payroll sufficient qualified, and certified personnel to guarantee satisfactory performance of this contract. Vendor will provide technicians that are NY State DEC Certified in Category 7A and 7F and follow Part 325 (latest revision) Rules and Regulations relating to application of pesticides. Bidder must be New York State OGS approved IPM vendor and New York State IPM certified. Must comply with all applicable IPM requirements and NYDEC regulations.

**2002** - The bidder shall submit a statement that includes at least three (3) specific locations that have been serviced by the bidder and the dates during which similar pest control service has been performed. Consideration will not be given to bids submitted by an individual, firm, or corporation who has established on former projects, either government or commercial, an unsatisfactory record of performance in connection with inspection, or extermination of pests as herein described. The County reserves the right to determine the competency of contractors being considered for the award of this contract. The County will take into consideration all factors, which are deemed pertinent to the satisfactory execution of this contract.

**2003** - The successful bidder will be required to provide proof of insurance as per requirements of Erie County standard insurance classification "A".

**ARTICLE III - PAYMENTS**

**3001** - Payments in the amounts stipulated in the contract shall be made monthly in arrears, upon completion of service and submission of specified written reports and detailed invoices.

**ARTICLE IV - FAILURE TO COMPLY**

**4001** - In the event that the contractor fails to perform in accordance with these specifications, or violates any of the provisions hereof, the County of Erie may, upon ten (10) days notice in writing to the contractor, terminate this contract and engage the services of others to perform all work necessary. The cost of this work shall be at the contractor's expense.

**ARTICLE V – SCOPE OF WORK**

**5001 – ASSESSMENTS:** The work to be performed by the contractor under this specification shall consist of integrated pest management (IPM) and inspection services for commercial buildings as herein described. Vendor will take a pro-active approach for pest elimination on both interior and exterior areas in a low profile mode that does not draw undue attention to the service technicians. For the first (6) six months of this agreement the vendor will inspect, monitor, provide appropriate pest extermination service and assess all listed locations and provide a written report to the Deputy Commissioner of Buildings and Grounds suggesting a continuing program of pest control for each site. The initial assessment survey will be done at each location noting structural deficiencies, potential problem sites and approximate locations of monitor stations. The survey will be conducted by a registered sanitarian with American Institute of Baking credentials to ensure that the IPM program conforms to sanitation requirements and good pest management practices. The consulting sanitarian, after assessing the site, will discuss the particulars of the location with the certified pest management professional (CPMP). The CPMP will be responsible for monitoring activity, inspecting all sites, and providing the appropriate treatment. After the initial six-month assessment period, the Division of Buildings and Grounds will make determination for continued monthly service on a site-by-site basis. The vendor will provide a written assessment report every (6) six months thereafter for each location outlining progress made, current status of infestation and recommendations.

**5002 – WORKING HOURS:** Preventive maintenance and inspection work under these specifications shall be performed after normal working hours established for the County of Erie, when the building is unoccupied, during evenings, and on weekends unless otherwise approved and arranged beforehand.

**5003 – MONTHLY INSPECTIONS:** Building areas should be visually inspected a minimum of (1) one time per month with attention to **interior** areas such as food service and vending areas, restrooms, maintenance closets, basements, shops, and trash collection and dock areas. No chemical controls should be used for interior rodent control. Visual inspection of **exterior** structure including potential problem areas and known problem areas for signs of insect activity. Insect activity, nests, and conditions favorable to insect growth should be documented, as strong perimeter controls are important to an effective IPM program. Inspect for structural deficiency and note on the written monthly report for each site to be submitted with invoice. Assess the insect problem and prescribe the initial non-chemical treatment.

**5004 – EXCLUSION:** Vendor will report to County, areas that need attention to limit the entrance of insects and rodents, such as: caulk, weather-stripping, hardware cloth, concrete, valley tin. Report ground maintenance needed to prevent rodent harborages close to structures to reduce potential movement into structure.

**5005 – MONITORING:** Glueboards and roach monitors will be used to identify species, monitor activity and degree of infestation, if present. They are to be used in areas where they cannot be readily touched. Roach pheromone traps are only a monitoring device and are not to be used for elimination, per the manufacturer.

**5006 – MECHANICAL DEVICES:** Mechanical traps are to be used in areas with minimal personnel activity to prevent personal injury and theft. Other mechanical devices for insect control may be utilized in non-food areas for control of flying insects.

***Note:** for safety reasons, all monitoring and mechanical devices will be used minimally in work areas. These devices can potentially cause physical harm if handled improperly, and can be broken or stolen, increasing costs and liability.*

**5007 – NON-PESTICIDE APPLICATIONS:** Growth regulators / inhibitors may be utilized in highly sensitive areas to interrupt growth cycles if they are low toxicity (LD50) factor. It is understood that they are not as effective on new infestations introduced into a structure, and can take as long as one year, according to manufacturer, to achieve effective reduction. Tamper-resistant bait packages hidden in insect harborages are to be placed according to label directions.

**5008 – NON-RESIDUAL APPLICATIONS:** To be used where and when absolutely necessary to preserve the structural sanitation, health and well being of the working environment. Such materials used for target pest with the lowest LD50 factor and lowest vapor pressure, applied strictly according to label directions to minimize potential undesired exposure. All materials used are to be NY State DEC registered, EPA approved, and applied by a NYSDEC Certified technician only. (Pyrethrums, pyrethroids and synthetics are known allergens and can trigger allergic reactions in sensitive individuals. Their use should be limited).

***Note:** Any and all materials or service is to be performed when there is no personnel in the structure; or within the confines of the problem area – provided it can be sealed and secured for the appointed time of 24-48 hours; or as specified on the label (WHICHEVER IS GREATER, where and if possible; otherwise, an initial non-chemical approach; then only if deemed necessary by the NYSDEC certified technician, the least toxic approach.)*

**5009 – RESIDUALS:** To be used when and where necessary as determined by the licensed NYSDEC certified technician to maintain sanitary and healthy conditions in the work environment and to be applied only according to label directions, specifications and limitations. Once the target pest has been identified, make a proper application with the proper dilution of a residual being the lowest toxicity (LD50) factor, lowest vapor pressure, and specifically labeled for the target insect. Applications made using crack and crevice treatments will use wettable powder, pressurized aerosol, or emulsifiable concentrate. **NO ORGANOPHOSPHATES, AND NO XYLENE BASED PRODUCTS ARE TO BE USED.** **Dust** (Boric Acid/Drione) with limited usage to minimize potential inhalation exposure from drift; treat only in wall voids, or other hidden areas to eliminate exposure potential from ingestion or inhalation. Any applications are to be made only when there are no personnel in the structure for at least 24-48 hours. Chemically sensitive or allergy prone individuals may need to remain out for a longer period of time, depending on sensitivity and what materials are used.

**5010 – ROACH and INSECT CONTROL:** Vendor to provide an initial inspection and investigation to determine structural entrance points, and exterior harborage areas. Inspection sheets and reports will note deficiencies and recommendations for exclusion. Initial immediate control to begin with mechanical traps, baiting, and exclusion. **All baits** are to be EPA approved, DEC registered, and used in accordance to label instructions, directions, precautions and limitations. Each station should be identified with a service card listing the material enclosed, service dates, and an exterior identification for location on a site map. Each station is to be inspected monthly at minimum, with increased frequency if activity is noted. Exterior conditions and recommendations should be reported. All materials used are to be EPA and NYSDEC registered for use in New York State and applied according to label instructions, and applied by a NYSDEC Certified technician only. All materials, tools, baits, pesticides, commonly used in the implementation of this pest control program are to be included in the cost of this contract.

**5011 – DOCUMENTATION:** An IPM logbook with copies of labels, material safety data sheets (MSDS), location site maps, journal entry sheets, and maintenance log sheets shall be kept with the building engineer at each location. The logbook shall be provided and maintained by the vendor. Logbook shall contain all qualifying documents to meet Federal EPA, NY State DEC and local requirements as well as copies of certificates of insurance, applicators licenses, and pest management reports documenting all work accomplished and quantity and type of products used. **It is the vendors responsibility to maintain records and file annual reports as mandated by the Federal EPA and NY State DEC.**

**5012 – EMERGENCY SERVICE:** The contractor shall provide emergency service outside of normal established working hours for the trade on any day of the week, day or night, holidays included for problem infestations. The contractor shall provide a continuous telephone service where he can be reached twenty-four (24) hours, seven days each week, Sundays and holidays included in the event emergency service is required. Such emergency service is outside of the normal maintenance and inspection service specified in this contract and is to be billed separately at the appropriate established overtime rate with prior approval of the site Chief Engineer.

**5013 – ADDITIONAL WORK** – Any work required outside of the normal inspection and service specified herein, that was identified as being needed at time of inspection, may be completed with the **prior approval** of the site Chief Engineer. Such work to be billed separately with detail of labor hours.

\*Please quote labor rate per hour to be charged for such service. Labor rate quoted to remain firm for the award period. *(see Article VII, 7002)*

## **ARTICLE VI – SPECIAL NOTICE, BUILDING RENOVATIONS**

**6001** – The vendor is hereby notified that the Department of Public Works has ongoing building renovations and modernizations in progress. Bidders are advised that certain buildings undergoing renovation may be removed from the monthly IPM service requirement per Article I, Section 1005 and the monthly service charge will be suspended without penalty. At the conclusion of the renovation project, the vendor will upon written notice from the Division of Buildings and Grounds, resume monthly services per the terms of this specification, and the service charge reinstated.

**ARTICLE VII – LOCATIONS, FREQUENCY, PRICING & PAYMENT**

**7001** - Price to inspect and service all listed sites per requirements of these bid specifications. Such work to be performed monthly (unless noted otherwise) during the award period. Bidders are advised to make arrangements for site visits prior to bidding, to become familiar with each facility.

Location	Performed	Chief Engineer	Telephone	Monthly	Yearly
1. Rath Bldg. - 95 Franklin	Monthly	<b>Ed Battleson</b>	858-7793	\$65.00	\$780.00
2. Old County Hall – 92 Franklin	Monthly	<b>Daryl Ambrose</b>	858-8024	\$65.00	\$780.00
3. New County Hall – 25 Delaware	Monthly	<b>Daryl Ambrose</b>	858-8024	\$65.00	\$780.00
4. 120-134 W. Eagle	Monthly	<b>Joe Halleck</b>	858-6368	\$65.00	\$780.00
5. Holding Ctr. – 10-40 Delaware	Monthly	<b>Joe Halleck</b>	858-6368	\$125.00	\$1,500.00
6. 77 West Eagle	Monthly	<b>Daryl Ambrose</b>	858-2267	\$65.00	\$780.00
7. Youth Detention – 766 E. Ferry	Monthly	<b>Dan Fitzgibbons</b>	858-4707	\$70.00	\$840.00
8. Fire Training Acad. 3359 Broadway	Monthly	<b>Jim Banas</b>	681-7111	\$65.00	\$780.00
9. New Family Court, 1 Niagara Plaza	Monthly	<b>Ed Battleson</b>	858-4700	\$65.00	\$780.00
10. HVAC Bldg Harlem Rd	Monthly	<b>Steve Partyka</b>	823-4782	\$65.00	\$780.00
11. Central Police Services 45 Elm St	Monthly	<b>Dan Fitzgibbons</b>	858-4707	\$75.00	\$900.00
12. Health Center 608 William St	Monthly	<b>Mary Beth Pascall</b>	858-8026	\$65.00	\$780.00
13. Ticor Bldg W Eagle & Franklin	Monthly	<b>Joe Halleck</b>	858-6368	\$65.00	\$780.00
14. Board of Elections 120-134 W Eagle	Monthly	<b>Joe Halleck</b>	858-6368	\$20.00	\$250.00

Total Monthly Cost: \$940.00/ mo. \$11,280.00 /yr

**7002** - Charge for any routine additional work, outside the normal inspection and service specified, that has been identified as being needed as a result of inspection (reference paragraph 5013). Such work to be done during normal working hours.

Labor rate per hour: \$75.00

**7003** – Charge for Emergency Service (reference paragraph 5012) outside normal working hours. Quote hourly labor rate to be changed for such service outside normal working hours including Saturday, Sunday, and Holiday.

Labor rate per hour outside normal working hours: \$112.50  
(Normal hours considered as Monday – Friday 9AM – 5PM)

List rates for Saturday, Sunday, Holiday:

Saturday: \$142.50 Sunday: \$150.00 Holiday: \$200.00

**All monthly rates, rates per hour, quoted to remain firm for the entire period of 7/1/01 through 6/30/04.**

NAME OF BIDDER: ASHLAND PEST CONTROL INC.